

# **City of Franklin Addendum No. 1 to**

**Purchasing Office Solicitation No.: 2012-027**

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1. Solicitation identified: This Addendum No. 1 applies to the following procurement:  
**stop loss insurance for employee and retiree health and pharmacy programs**  
**Purchasing Office Solicitation No.: 2012-027**
2. Notice to Proposers publication date: **April 12, 2012**
3. Solicitation release date: **April 12, 2012**
4. Deadline for optional submittal in writing of questions seeking to revise or clarify any aspect of this procurement solicitation: **April 25, 2012, 2:00 p.m. Central Time**
5. Deadline for optional submittal of statement of intent to propose in response to this procurement solicitation: **April 27, 2012, 2:00 p.m. Central Time**
6. Addendum No. 1 release date: **May 7, 2012**
7. Proposals submittal deadline and opening: **May 15, 2012, 2:00 p.m. Central Time**
8. Tentative date of release of City's tabulation of proposals received and notice of intent to award: **June 8, 2012**
9. Tentative date of award: Meeting of Board of Mayor and Aldermen at which is tentatively scheduled to be awarded the selection of the proposal that best meets the needs of the City: **June 12, 2012, 7:00 p.m. Central Time**
10. Effective date for stop loss coverage: **July 1, 2012**
11. Addendum:

In reference to the City of Franklin's April 12, 2012 Purchasing Office Solicitation No. 2012-027 for stop loss insurance for employee and retiree health and pharmacy programs, the City has been asked certain questions about the solicitation by one or more vendors who are potential proposers.

The purpose of this Addendum No. 1 is to provide to all vendors who are known or thought to be interested in responding to the referenced solicitation the City's responses to the questions that have been asked to date.

Please note that the submittal deadline and scheduled opening of all proposals received remains unchanged and is May 15, 2012, 2:00 p.m. Central Time.

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Below are the questions asked to date and the City's responses thereto:

Q1: What commissions will you be charging?

A1: All proposals should be quoted without any commissions.

Q2: On the census, there are 2 plans indicated (MBPV0375 and MBPV0420), and the plans are named Option 1 and Option 2. Please let me know which plan is which according to the census.

A2: MBPV0375 is Option 1 and MBPV0420 is Option 2.

Q3: Should we use BCBS for their PPO Network and UR Vendor for this quote? If not, please let me know who you would prefer us to use.

A3: The City defers answering this question until after May 8, 2012. The City intends to issue on or about May 9, 2012 a subsequent addendum that answers this question.

Q4: Will BCBSTN remain the TPA?

A4: The City defers answering this question until after May 8, 2012. The City intends to issue on or about May 9, 2012 a subsequent addendum that answers this question.

12. Acknowledge receipt of addendum: Proposers shall acknowledge receipt of this addendum on the Proposal Submittal Form in the space to the right of the text on that form that reads, "Receipt acknowledged of any and all issued addenda to this solicitation."

13. Questions: The deadline for optional submittal in writing of questions seeking to revise or clarify any aspect of this procurement solicitation has now passed. To ask questions of a procedural nature, please contact:

City of Franklin Purchasing Office  
Franklin City Hall, Suite 107  
109 3<sup>rd</sup> Ave. South  
Franklin, TN 37064  
[purchasing@franklinton.gov](mailto:purchasing@franklinton.gov)  
Tel: 615/550-6692  
Fax: 615/550-0079

14. Communication with City during procurement phase: Any questions about either the content of or the procurement process pertaining to this procurement solicitation should be addressed as described above. Until the procurement award has been made, vendors shall not communicate about either the content of or the procurement process pertaining to this procurement solicitation with any official, employee or other representative of the City except through the City's consultant, Ms. Lisa Stamm, Esq. of SHERRILL MORGAN (see Request for Proposals for contact information) and/or the City's Purchasing Office (see contact information above). The City reserves the right to disqualify any vendor that initiates unauthorized communication with the City during the procurement phase.